

NEWFOUNDLAND LIQUOR
LICENSING BOARD

THE
SIXTEENTH ANNUAL REPORT
OF THE
NEWFOUNDLAND LIQUOR LICENSING
BOARD

APRIL 1, 1983 — MARCH 31, 1989

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BOARD
APRIL 1, 1988 — MARCH 31, 1989**



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CHAIRMAN'S REPORT

September 1, 1989

Honourable Hubert W. Kitchen
Minister of Finance
Department of Finance
Confederation Building
P.O. Box 8700
St. John's, NF
A1B 4J6

Dear Sir:

I am pleased to provide you with the Annual Report of the Newfoundland Liquor Licensing Board for the year ending March 31, 1989.

GENERAL REMARKS

The Newfoundland Liquor Licensing Board continues to regulate and control the distribution of alcoholic beverages within the province as required by the Liquor Control Act, 1973, and regulations related thereto.

The Board is also responsible for the issuance, suspension and cancellation of all liquor licenses, the enforcement of the Liquor Control Act and Regulations, and all other matters relating to the control of alcoholic liquor products.

The Board is continuing its liaison with other government departments and agencies with a view to improve the delivery of its programs.

A close working relationship has been established with enforcement agencies, whereby prompt attention is given to any situation observed that may develop into a serious problem.

Similar liaisons have been developed with the fire department and health authorities, whereby co-ordinated inspections have ensured success in rectifying unsatisfactory conditions within licensed premises.

The Board is responsible for the following:

1. Bonded Warehouse — 4
2. Brewer's Agent — 1,587
3. Brewer's Distributor — 69
4. Brewer's Retail — 4
5. Identification Cards — 2,007
6. Licensed Establishments — 1,188
7. Special Events Licenses — 1,260
8. Transportation Services — 9
9. Waiter's Licenses — 10,492

MANAGEMENT

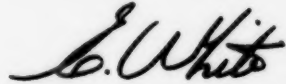
The Management of the Board is responsible for all information including the financial statements contained in this report. The financial statements were prepared in accordance with accounting principles as disclosed in the notes and included estimates based upon judgment and experience.

The financial statements have been reviewed by the Auditor General of the province who reports independently to the Minister and to the Board. He is responsible for assessing financial and management control and the information systems at the Board. As well, he also considers whether the transactions which come to his attention in the course of his examination are in accordance with the Liquor Control Act, 1973, and amendments.

ACKNOWLEDGEMENTS

I would like to thank you, the Board Members, and the staff for the support and assistance I have received during the year. It has been a most interesting and, in my opinion, a successful year. In addition, I wish to acknowledge with gratitude, on behalf of the Board, the co-operation and assistance given by other government departments, the Royal Canadian Mounted Police, the Royal Newfoundland Constabulary, and other authorities which regularly deal with this Board.

Sincerely yours,

A handwritten signature in black ink, appearing to read "E. White". The signature is fluid and cursive, with a large initial "E" and a stylized "White".

E. White
Chairman



DEPARTMENT OF THE AUDITOR GENERAL
St. John's, Newfoundland

AUDITOR'S REPORT

To the Chairman and Members
The Newfoundland Liquor Licensing Board
St. John's, Newfoundland

I have examined the balance sheet of The Newfoundland Liquor Licensing Board as at 31 March 1989 and the statement of revenue, expenditure and surplus for the year then ended. My examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as I considered necessary in the circumstances.

In my opinion, these financial statements present fairly the financial position of the Board as at 31 March 1989 and the results of its operations for the year then ended in accordance with the accounting principles disclosed in Note 2 to the financial statements applied on a basis consistent with that of the preceding year.

A handwritten signature in dark ink, appearing to read "J.F. McGrath, C.A.", with a long, sweeping underline.

J.F. McGrath, C.A.
Auditor General

St. John's, Newfoundland
30 September 1989

STATEMENT 1

THE NEWFOUNDLAND LIQUOR LICENSING BOARD

BALANCE SHEET

31 MARCH 1989

	1989	1988
ASSETS		
Cash	\$ 9,896	\$57,720
Accounts receivable — imprests and other	10,492	3,000
Prepaid expenses	2,943	5,532
Due from Province of Newfoundland	42,688	23,831
	<u>\$66,019</u>	<u>\$90,083</u>

LIABILITIES AND SURPLUS

Accounts payable and accrued liabilities	\$ 9,836	\$ 6,508
Surplus	56,183	83,575
	<u>\$66,019</u>	<u>\$90,083</u>

See accompanying notes

Signed on behalf of the Board



Chairman



Member

STATEMENT 2

THE NEWFOUNDLAND LIQUOR LICENSING BOARD
STATEMENT OF REVENUE, EXPENDITURE AND SURPLUS
FOR THE YEAR ENDED 31 MARCH 1989

	<u>1989</u>	<u>1988</u>
Revenue		
Operating grant - Province of Newfoundland	\$1,337,218	\$1,147,138
Expenditure		
Directors' fees and expenses	13,944	10,222
Dues and subscriptions	1,762	2,104
Equipment rentals, repairs and maintenance	31,335	22,922
Insurance	2,395	1,656
Legal fees	2,767	6,492
Miscellaneous	1,620	1,142
Office furniture and equipment	102,782	26,610
Postage, telephone and telegraph	55,426	43,329
Salaries and employee benefits	964,454	802,546
Stationery and office supplies	32,887	28,531
Travel and entertainment	105,932	98,710
Computer expense	47,222	22,275
Workers' compensation premiums	2,084	1,989
Total expenditure	<u>1,364,610</u>	<u>1,068,528</u>
Surplus (deficit) for the year	(27,392)	78,610
Surplus, beginning of year	<u>83,575</u>	<u>4,965</u>
Surplus, end of year	<u>\$ 56,183</u>	<u>\$ 83,575</u>

See accompanying notes

SCHEDULE 1

THE NEWFOUNDLAND LIQUOR LICENSING BOARD
DUE TO (FROM) PROVINCE OF NEWFOUNDLAND
FOR THE YEAR ENDED 31 MARCH 1989

	<u>1989</u>	<u>1988</u>
Collection of license fees, fines and forfeitures	\$1,892,643	\$1,697,727
Less: Payments to Province	<u>1,890,000</u>	<u>1,706,282</u>
	2,643	(8,555)
Add: Operating grant receivable	(21,500)	—
Due to (from) Province, beginning of year	<u>(23,831)</u>	<u>(15,276)</u>
Due to (from) Province, end of year	<u>\$ (42,688)</u>	<u>\$ (23,831)</u>

THE NEWFOUNDLAND LIQUOR LICENSING BOARD**NOTES TO FINANCIAL STATEMENTS****31 MARCH 1989**

1. The Newfoundland Liquor Licensing Board was established under Section 5-(1) of The Liquor Control Act, 1973 and has the power to carry into effect the provisions of this Act.
2. Accounting policies
 - (a) The Board follows a policy of expensing fixed assets to operations in the year of acquisition. The total of the fixed assets acquired by the Board to 31 March 1989 is \$243,706 (1988 - \$140,925).
 - (b) Accounts for license fees, fines and forfeitures are maintained on a cash basis. Any subsequent adjustment to license fees are recorded in the year the funds are actually received. All amounts collected are transferred to the Province of Newfoundland.
 - (c) The operations of the Board are financed by grants from the Province of Newfoundland. Rental payments for office accommodations are made directly by the Province on behalf of the Board and are not recorded in the accounts of the Board.
 - (d) Payments in respect of leased equipment are charged to current expenditure. The Board has lease commitments in aggregate of \$10,359 extending over the next two years as follows: 1990 - \$8,287; and 1991 - \$2,072.

**ADMINISTRATIVE STRUCTURE OF THE
NEWFOUNDLAND LIQUOR LICENSING BOARD
AS AT MARCH 31, 1989**

BOARD MEMBERS:

Edward White, Chairman
Douglas Chafe, Member
Walter Downey, Member
Frances Lalonde, Member
Anne Picco, Member

**RECORDING SECRETARY
AND SECRETARY TO THE CHAIRMAN:**

Lillian Rose

LEGAL COUNSEL TO BOARD:

Robert Stack

LICENSING AND INSPECTION DIVISION:**DIRECTOR OF LICENSING & INSPECTION:**

Eugene Healey

**SECRETARY TO DIRECTOR OF LICENSING
AND INSPECTION:**

Joan Moyse

CHIEF OF LICENSING:

Hector Parsons

**REGIONAL FIELD SUPERVISOR: (Eastern)
(Central)
(Western)**

Brendan Howard
Sidney Brett
Maxwell White

INSPECTORS:**ST. JOHN'S, AVALON AREA, CONCEPTION BAY,
TRINITY SOUTH AND LABRADOR:
Inspectors**

Patrick Crawley
Alfred Crews
Hubert Hibbs
Gerard Maher
George Pardy
Vacant

**TRINITY NORTH, BONAVIDA SOUTH,
BURIN PENINSULA AND TERRA NOVA:
Inspector**

Thomas Mills

**BONAVIDA NORTH AND FOGO:
Inspector**

Wayne Perry

**LEWISPORTE AND GANDER:
Inspector**

John Haliburton

WEST COAST:

Inspector

Peter Moriarty

GREAT NORTHERN PENINSULA:

Inspector

Fraser McDonald

CLERK-STENOGRAPHER II:

Joanne Grace

CLERK-TYPIST II (Temporary)

Sandra Gushue

CLERK-TYPIST II (Temporary)

Paulette Tarrant

FINANCE AND ADMINISTRATION DIVISION:**DIRECTOR OF FINANCE AND
ADMINISTRATION:**

Rick Hayward

**SECRETARY TO DIRECTOR OF FINANCE
AND ADMINISTRATION:**

Patricia Pittman

ADMINISTRATIVE OFFICER:

Muriel Taylor

REGISTRAR:

Beverly Grant

RECEPTIONIST/STATISTICS CLERK:

Agnes Wells

DATA ENTRY OPERATOR:

Madonna McGrath

CLERK TYPIST II: (Temporary)

Karen Vokey

SYSTEMS ANALYST:

Maurice Sheppard

CO-OPERATIVE STUDENT:

Thomas Knott

FEE STRUCTURE

The following fees are applicable for licenses issued under the Liquor Control Act, 1973, and regulations:

1. (i) A basic Licence Fee of \$100.00 for the following classes of licenses:

Lounge
 Restaurant
 Tavern
 Club
 Hotel
 Motel
 Tourist Home
 Military Mess
 Airport Establishment
 Institution

and

- (ii) a graduated fee based on the previous calendar year's purchases of alcoholic beverages of \$130.00 for each \$5,000.00 of purchases or fraction thereof.

II. Other Fees

Catering Licence	\$ 50.00
Transportation Services Licence	500.00
Brewer's Agent Licence	50.00
Brewer's Retail Licence	100.00
Brewer's Distributor Licence	100.00
Bonded Warehouse Licence	100.00
Waiter's Licence	5.00
Special Events Licence	50.00
Identification Card	5.00
Inspection Fee	50.00
Transfer of Existing Licence	100.00

**STATISTICAL REVIEW OF BOARD ACTIVITIES,
BOARD MEETINGS AND BUSINESS TRANSACTED**

The Newfoundland Liquor Licensing Board held a total of eleven (11) Regular Meetings during the Fiscal Year of April 1, 1988 to March 31, 1989. A complete statistical review of business transacted is given in the following tables:

Table I:

Breakdown of Licenses — Issued, Suspended,
Relinquished, and Cancelled

Table II:

Summary of all new applications processed in 1988-89.

BUSINESS TRANSACTED: April 1, 1988 to March 31, 1989
TABLE I — Breakdown of Licenses - Issued, Suspended, Relinquished and Cancelled

LICENCE CATEGORY	(1) Licenses in Force at close of previous year (March 31, 1988)	(2) Licenses Renewed	(3) New Licenses Issued or Cancelled	(4) Total Licenses Issued 1988-89 (2) + (3)	(5) Licenses Suspended or Cancelled	(6) Licenses Relinquished	(7) Licenses Reinstated	(8) Total Licenses in force at end of year (March 31, 1989)
Lounge	518	494	46	540	20	2	15	533
Tavern	1	1	—	1	—	—	—	1
Club	266	264	19	283	1	1	—	281
Institution	4	4	—	4	—	—	—	4
Military Mess	20	20	—	20	—	—	—	20
Restaurant	212	195	43	238	3	2	3	236
Hotel/Motel/Tourist Home	111	101	9	110	1	—	1	110
Airport Establishment	3	3	—	3	—	—	—	3
Liquor Establishment Licences								
Sub-Total	1,135	1,082	117	1,199	25	5	19	1,188
Brewer's Agent	1,555	1,451	266	1,717	14	125	9	1,587
Brewer's Distributor	70	68	2	70	—	1	—	69
Brewer's Retail	4	4	—	4	—	—	—	4
Brewer's Outlet Licences								
Sub-Total	1,629	1,523	268	1,791	14	126	9	1,660
Transportation Services	11	9	—	9	—	—	—	9
Bonded Warehouse	4	4	—	4	—	—	—	4
Catering	79	69	10	79	—	—	—	79
Waiter's Licences	8,564	—	10,492*	10,492	—	—	—	10,492
TOTAL OF ALL LICENSES	11,422	2,687	10,887	13,574	39	131	28	13,432

*Because the Board does not keep statistics on renewals for Waiter's Licenses, all new and renewed Waiter's Licenses have been categorized as new licenses issued.

BUSINESS TRANSACTIONS: April 1, 1988 to March 31, 1989
TABLE II — Summary of all Applications Processed 1988-89

The following is a breakdown of Applications (all categories) considered by the Newfoundland Liquor Licensing Board during the year under review.

CLASSIFICATION	(1) Applications Processed	(2) Rejected	(3) Deferred	(4) Transfer of Ownership	(5) Provisional Approvals	(6) New Licences Issued
Lounge	88	4	6	35	43	46
Tavern	—	—	—	—	—	—
Club	20	2	2	—	16	19
Institution	—	—	—	—	—	—
Military Mess	—	—	—	—	—	—
Restaurant	47	—	1	10	36	43
Hotel/Motel/Tourist Home	15	1	—	5	9	9
Airport Establishment	—	—	—	—	—	—
Brewer's Agent	256	16	9	—	231	266
Brewer's Distributor	2	—	—	—	2	2
Brewer's Retail	—	—	—	—	—	—
Transportation Services	—	—	—	—	—	—
Bonded Warehouse	—	—	—	—	—	—
Catering	10	—	—	—	10	10
Sunday Opening	34	7	—	—	25	24
Waiter's Licences	10,493	1	2	—	10,492	10,492
Special Events Licences	1,274	14	—	—	1,260	1,260
Identification Cards	2,007	—	—	—	2,007	2,007
TOTAL	14,246	45	20	50	14,131	14,178

*The variance between provisional approvals given during the current year and new licenses issued is due either to the inability of the applicant to proceed as planned, or the establishment was not completed in time for licensing during the year under review, or applicants approved during the previous year did not receive their licence until the year under review.